



FOR CLERK USE ONLY

City Council

Item No. \_\_\_\_\_

## CITY COUNCIL AGENDA FACT SHEET

Police  
Department

4-Aug-09  
Requested Date

1. **Request:**

City Council Approval ☒  
Other (specify) ☐

Information Only/  
Presentation ☐  
Hearing ☐

2. **Requested Action:**

1. Request City Council approval to accept COPS Hiring Recovery Program (CHRP) Grant.
2. Request City Council approval to hiring two (2) police officers with these funds.

3. **Fiscal Impact:**

Revenue: Increase ☒  
Decrease ☐

Source: \_\_\_\_\_  
Amount: \$510,730.00

Cost: Increase ☐  
Decrease ☐

Source: \_\_\_\_\_  
Amount: \_\_\_\_\_

Does Not Apply ☐

4. **Reviewed By:**

Finance Dept. on \_\_\_\_\_  
Comments: \_\_\_\_\_

By: \_\_\_\_\_

City Attorney on \_\_\_\_\_  
Comments: \_\_\_\_\_

By: \_\_\_\_\_

*Note: Back up must be submitted along with this form. Deadline is 5:00 p.m., 2 Fridays before the scheduled meeting date.*

CLERK USE ONLY:

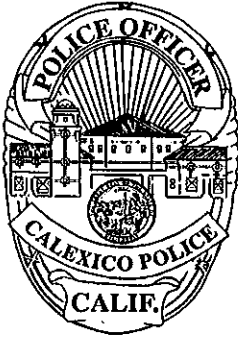
CITY COUNCIL DATE: \_\_\_\_\_

Action ☐  
Consent ☐  
Hearing ☐

Filing ☐  
Presentation ☐  
Other(specify) ☐ \_\_\_\_\_

Reviewed by: City Clerk \_\_\_\_\_  
Date \_\_\_\_\_

City Manager \_\_\_\_\_  
Date \_\_\_\_\_



# **Calexico Police Department**

## ***Inter-Department Memorandum***

**Date:** July 28, 2009

**To:** Honorable City Council

**From:** Jim Neujahr, Chief of Police

**Subject:** Acceptance of COPS Hiring Recovery Program Grant #2009RKWX0108  
Approval for Hiring of Two Police Officers under the CHRP Grant  
Budget Amendment Resolution for CHRP Grant

Please be advised that the Calexico Police Department has been awarded the COPS Hiring Recovery Program (CHRP) Grant for two (2) police officer positions. The estimated award of the 3-year grant is \$510,730.00.

The CHRP grant is for the initiation or enhancement of community policing. A requirement of the grant is that grantees must retain all sworn police officer positions awarded under the CHRP grant after the completion of the 3-year federal funding. In addition, the police officer positions hired under the CHRP grant should be added the law enforcement agency's budget.

It is respectfully requested that City Council approve the acceptance the CHRP Grant, approve the hiring of two (2) police officers under the CHRP Grant, and approve the Budget Amendment Resolutions (BAR) for the CHRP Grant for FY 2009-10.

**BUDGET AMENDMENT RESOLUTION NO. 09-10 \_\_\_\_**

**BUDGET AMENDMENT RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF CALEXICO AUTHORIZING AN AMENDMENT  
TO THE FINAL BUDGET FOR FISCAL YEAR 2008-09 FOR  
POLICE DEPARTMENT**

**WHEREAS**, the Final Budget for Fiscal Year 2009-10 was adopted by Resolution No. 09-\_\_\_\_ (City) and Resolution No. 00-\_\_\_\_ (Calexico Redevelopment Agency) of the City Council on July \_\_\_\_, 2009; and

**WHEREAS**, the City Council has authorized the amendment of the Final Budget, in accordance with proper governmental accounting and financial reporting practices; and

**NOW THEREFORE**, the City Council of the City of Calexico hereby resolves and authorizes the following action(s):

**AMENDMENTS TO ADOPTED BUDGET:**

**1) Record Revenue Estimate(s):**

| <b>Fund No/<br/>Org Key</b> | <b>Fund Title<br/>Org Key Title</b> | <b>Object<br/>Code</b> | <b>Object Code<br/>Title</b> | <b>Amount</b> |
|-----------------------------|-------------------------------------|------------------------|------------------------------|---------------|
| 2111                        | COPS Hiring Recovery Program        |                        |                              | \$510,730     |
|                             | (CHRP) Grant                        |                        |                              |               |
| <i>Total</i>                |                                     |                        |                              | \$510,730     |

**2) Record Appropriation(s):**

| <b>Fund No/<br/>Org Key</b> | <b>Fund Title<br/>Org Key Title</b> | <b>Object<br/>Code</b> | <b>Object Code<br/>Title</b> | <b>Amount</b> |
|-----------------------------|-------------------------------------|------------------------|------------------------------|---------------|
|                             |                                     |                        |                              |               |
|                             |                                     |                        |                              |               |
|                             |                                     |                        |                              |               |
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|                             |                                     |                        |                              |               |
|                             |                                     |                        |                              |               |
|                             |                                     |                        |                              |               |
|                             |                                     |                        |                              |               |
|                             |                                     |                        |                              |               |
| <i>Total</i>                |                                     |                        |                              | \$0           |

**3) Record Transfer of Funds:**

**FROM:**

| <b>Fund No/<br/>Org Key</b> | <b>Fund Title<br/>Org Key Title</b> | <b>Object<br/>Code</b> | <b>Object Code<br/>Title</b> | <b>Amount</b> |
|-----------------------------|-------------------------------------|------------------------|------------------------------|---------------|
|                             |                                     |                        |                              |               |
|                             |                                     |                        |                              |               |
| <i>Total</i>                |                                     |                        |                              |               |

**TO:**

| <b>Fund No/<br/>Org Key</b> | <b>Fund Title<br/>Org Key Title</b> | <b>Object<br/>Code</b> | <b>Object Code<br/>Title</b> | <b>Amount</b> |
|-----------------------------|-------------------------------------|------------------------|------------------------------|---------------|
|                             |                                     |                        |                              |               |
|                             |                                     |                        |                              |               |
| <i>Total</i>                |                                     |                        |                              |               |

**CAPITAL EXPENDITURE AUTHORIZATION:**

4) Record Specific Capital Item(s) or Project:

| Fund/Org/Key/Object Code<br>(Complete Account No.) | Quantity | Description | Amount |
|--|----------|-------------|--------|
|  |          |             |        |
|  |          |             |        |
|  |          |             |        |
|  |          |             |        |
| Total  |          |             |        |

5) Purpose of Budget Amendment:

COPS Hiring Recovery Program (CHRP) Grant was awarded to the Calexico Police Department for the funding of two (2) police officers positions. CHRP Grant funds will pay salary & benefits for these two positions for three (3) years.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Calexico at the regular meeting this 4 day of August 2009.

\_\_\_\_\_  
David Ouzan, Mayor

ATTEST:

\_\_\_\_\_  
LOURDES CORDOVA, City Clerk

APPROVED AS TO FORM;

\_\_\_\_\_  
JENNIFER M. LYON, City Attorney

STATE OF CALIFORNIA )  
CITY OF CALEXICO ) ss.  
COUNTY OF IMPERIAL )

I, Lourdes Cordova, City Clerk of the City of Calexico, do hereby certify under the penalty of perjury, that the foregoing Resolution No. 09-\_\_\_\_, was duly adopted by the City Council at a meeting of said City Council held on the \_\_\_\_\_ day of \_\_\_\_\_, 2009, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

\_\_\_\_\_  
LOURDES CORDOVA, City Clerk  
City of Calexico

cc: Finance Department

## Martha Gomez

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**From:** jneujahr@calexico.ca.gov  
**Sent:** Tuesday, July 28, 2009 9:42 AM  
**To:** Judith Hashem; Martha Gomez; Chalo; Serrano  
**Subject:** Fw: COPS Hiring Recovery Program (CHRP) Grant Award

Jim Neujahr

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**From:** "Cops\_Info"  
**Date:** Tue, 28 Jul 2009 12:33:29 -0400  
**To:** <jneujahr@calexico.ca.gov>  
**Subject:** COPS Hiring Recovery Program (CHRP) Grant Award  
**United States Department of Justice**  
Office of Community Oriented Policing Services (COPS)

*Office of the Director  
1100 Vermont Avenue, N.W.  
Washington, DC 20530*

July 28, 2009

Chief James Neujahr  
Calexico Police Department  
420 East Fifth Street

Calexico, CA 92231

City Manager Ralph Velez  
City of Calexico  
608 Heber Avenue

Calexico, CA 92231

Re: COPS Hiring Recovery Program Grant # 2009RKWX0108  
ORI#: CA01302

Dear Chief Neujahr and City Manager Velez:

Congratulations! On behalf of Attorney General Eric Holder, I am pleased to inform you that your department will receive a COPS Hiring Recovery Program (CHRP) grant award for 2 officer positions. The *estimated* amount of federal funds to be awarded to your jurisdiction over the three-year grant period is \$510,730.00. Your agency may now begin hiring or rehiring officers to fill CHRP grant-funded positions.

Your agency will be mailed a CHRP grant award package by September 1, 2009. The award package will include the official Award Document, a Financial Clearance Memorandum (FCM), a Final Funding Memorandum (FFM), and a document which outlines how to accept and begin your award. Your agency will have 90 days from the date listed on the letter within your award package to officially accept your award, or request additional time to do so. Also, a supplemental online award package for COPS Hiring Recovery Program grantees can be found at <http://www.cops.usdoj.gov/Default.asp?Item=2271>. We strongly encourage you to visit this site immediately to access a variety of important and helpful documents associated with your award, including the CHRP Grant Owner's Manual, which specifies the terms, conditions, and requirements of your grant. A Frequently Asked Questions (FAQ) document can be found at <http://www.cops.usdoj.gov/Default.asp?Item=2208>, which should be helpful in answering many questions

you may have about your new CHRP award.

Please be aware that each CHRP application was subject to a thorough review, and some of your application information may have been updated or corrected from the original version submitted to COPS. At this time, we strongly encourage you to access your application at <http://www.cops.usdoj.gov/Default.asp?Item=464>, and print and maintain a copy for your records (if you are unable to print a copy of your application, please contact the COPS Office at 800.421.6770). Please pay special attention to Section 7, which contains the final salary and fringe benefit amounts and categories for which your agency was approved. You will note that some costs may have been adjusted or removed. Your agency may be reimbursed only from within the cost categories that are documented within Section 7 of this final application. Similar information regarding your approved salary and benefits amounts will also be located on the FCM and FFM, which will be included in your award package.

As a reminder, all positions awarded under CHRP (or an equal number of veteran officers) must initiate or enhance community policing in accordance with the community policing plan as described within Section 5 of your application. If for any reason your agency finds that your community policing plans have significantly changed from those outlined in your application (e.g., because you received fewer officers than originally requested and thus must alter the scope of your community policing plans), please revise the plan accordingly and submit it to the COPS Office for review and approval. Similarly, you should also contact the COPS Office if, for any reason, you need to reallocate your awarded positions across the three primary hiring categories (i.e., new hires, rehires of officers laid off pre-application, and rehires of officers laid off or scheduled to be laid off post-application).

As explained at the time of grant application, there are significant reporting requirements on the use of CHRP funds. In addition to quarterly financial and programmatic progress reports submitted to the COPS Office, CHRP grantees are also required to submit quarterly Recovery Act reports within 10 days after the end of each calendar quarter to [www.FederalReporting.gov](http://www.FederalReporting.gov). These Recovery Act reports will be made available to the public on [www.Recovery.gov](http://www.Recovery.gov).

All grantees must be registered as authorized users prior to submitting reports to [www.FederalReporting.gov](http://www.FederalReporting.gov). The registration function on [www.FederalReporting.gov](http://www.FederalReporting.gov) will be available no later than August 26, 2009. Please note that registration with this website also requires users to be registered with the Central Contractor Registration (CCR) and have a Dun & Bradstreet Data Universal Numbering System (DUNS) number. Registering with CCR and obtaining a DUNS number take additional processing time, so your agency should take immediate steps to meet these requirements in advance of registration with [www.FederalReporting.gov](http://www.FederalReporting.gov). For additional information on CCR and DUNS, please refer to the CHRP Grant Owner's Manual at <http://www.cops.usdoj.gov/Default.asp?Item=2270>.

Also, please remember that grantees must retain all sworn officer positions awarded under the CHRP grant for a minimum of 12 months following the 36-month federal funding period. The retained CHRP-funded position(s) should be added to your law enforcement budget with state and/or local funds, over and above the number of locally-funded positions that would have existed in the absence of the grant. In your CHRP grant application, your agency was required to affirm that it plans to retain the additional officer positions awarded following the expiration of the grant, and to identify the planned sources of retention funding. If, during the life of the grant, you have questions regarding the retention requirement or your retention funding sources, please contact the COPS Office for assistance.

Once again, congratulations on your CHRP award. We look forward to working with you in a productive partnership to further your community policing efforts. If you have any questions about your grant award, please do not hesitate to call the COPS Office Response Center at 800.421.6770.

Sincerely,



David M. Buchanan  
Acting Director